

WV BOARD OF RESPIRATORY CARE
106 DEE DRIVE, SUITE 1
CHARLESTON, WV 25311

BOARD MEETING MINUTES – APRIL 6, 2016

Presiding: Tracy Matthews
Present: William (Bill) Boring, Eric Hawkins, Regina Gillispie, Leonard (Len) Picha
Absent: Jane Antulov
Recording: Nancy Massey

Proposed Agenda

Eric Hawkins motioned to approve the proposed meeting agenda. Len Picha seconded. Motion carried.

Board Minutes; December 16, 2015

Bill Boring motioned to approve the previous board minutes of December 16, 2015. Eric Hawkins seconded. Motion carried.

Executive Session – Eric Hawkins motioned to go into executive session to discuss personnel and disciplinary issues. Regina Gillispie seconded. Motion Carried.

Regular Session – Eric Hawkins motioned to return to regular session and Bill Boring seconded. Motion Carried.

Disciplinary Actions

Case: 16-16; Tina Archer, RN claiming to be a Licensed Respiratory Therapist. After an investigation was concluded by Tracy Matthews, it was determined this was a case of mistaken identity. Complaint originated from residence in State of South Carolina which does license a Valentina Archer as a Respiratory Therapist. It is not the same Tina Archer who is licensed as a Registered Nurse in the State of West Virginia. Bill Boring motioned to dismiss this case as “no jurisdiction” and “erroneous complaint”. Eric Hawkins seconded. Motion carried

Discussion ensued expressing a need for information to be sent to all hospitals and healthcare facilities in West Virginia and surrounding states providing notice that their facility is to provide this board notice when a Respiratory Therapist (who is licensed by this state) is disciplined by their facility in regard to patient care. Regina Gillispie motioned to have board staff prepare and mail notices. Eric Hawkins seconded. Motion carried.

DME Out of State Services

Discussion ensued regarding out of state DME companies providing mail order respiratory equipment with no Licensed Respiratory Therapist to provide onsite set-up and/or patient instruction/monitoring. The board will provide information on Rule 7 to out of state DME companies that wish to provide mail order respiratory equipment to citizens in West Virginia.

NC Supreme Court vs. NC Dental Board Impact on West Virginia

During the 2016 Legislative Session several bills were introduced to change the make-up of the boards stating Anti-Trust issue from the NC Dental Board case. Each licensing board was to meet with Delegate Howell and Government Organization Committee Attorneys to review their

statute to ensure our discipline cases were handled correctly without raising any anti-trust concerns. When Tracy Matthews and Nancy Massey meet with the delegation, it was determined that our discipline case procedures were in compliance. Further, Delegate Howell offered to work with the board to assist in updating our statute language and on other issues as well.

WVSRC Review – Len Picha

The WVSRC 2016 meeting was very informative. Received updated actions and election results for WVSRC officers 2016-2017. The Key note speaker lecture was very informative on Transitional Care Medicare demonstration project giving insight on how to expand a TCS-CMS bundle project. Three different models were presented especially for COPD patients. Looks promising for the RT practitioner future involvement. Again speakers emphasized the need for the RC practitioner to get involved with more than just bedside tx. RC's need to get involved with patient education and build patient relationships while delivering high quality care become an active member of the care team. Ethics and compliance lecture was very good with regards to the AIG office and what they look for. Review of High Frequency Jet ventilation and disease states with latest trends in treatment. E-cigarettes and vaping trends are up among teenagers. Also Diacetyl a cancer causing agent was detected in most vaping solutions, currently unregulated by the FDA. RT student presentations were very informative and revealed future promising RC practitioners.

Administrative Operations Review – Nancy Massey

- The following copies were presented to the board members for review.
 - (1) Budget/Revenue
 - (2) PCard Purchases – Bill Boring motioned to approve. Eric seconded. Motion carried.
 - (3) License Renewal Statistics
- OASIS Updates – Payroll Live May 14, 2016
- Workplace safety was discussed and checklist was conducted for the office.
- Fixed Asset Inventory conducted and obsolete equipment has been approved for scrap awaiting pick up by Office of Technology Surplus in September, 2016.
- A redesign of the board's website was discussed. Eric motioned to proceed with a redesign and Tracy Matthews seconded. It is hoped to be up and running before license renewal begins on November 1. Nancy will be trained on how to update and manage the website.

New Business

Adjourn – Eric Hawkins motioned for adjournment. Len Picha seconded. Motion carried.

Recording – Nancy J. Massey, Administrative Secretary



State of West Virginia

Board of Respiratory Care

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Governor

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April 6, 2016

WV Board of Respiratory Care
Re: P-Card Usage

As required by the Director of Purchasing Card Division from the WV State Auditor's Office, I am presenting the following charges to the Board's purchasing card since the last board meeting for approval.

Further, an audit report for period July 1, 2010 thru March 31, 2014 is enclosed from the Director of Purchasing Card. This report was compiled by Tim Butler, Chief Investigator for the Auditor's office. Each board member is provided a copy.

Date	Vendor	Item	Total
11/6/15	Office Max	Window Env	54.82
11/10/15	Suddenlink	Internet DSL 2 mos	405.92
11/19/15	MESA	Gillispie & Matthews Reg.	300.00
12/11/15	Suddenlink	Internet DSL 1 mos	201.95
11/19/15	MESA Refund	Gillispie & Matthews Reg.	-300.00
1/22/16	Office Max	Legal Pads, Desk Pads	56.68
1/22/16	Office Max	File Folders	66.85
1/29/16	Suddenlink	Internet DSL 1 mos	201.95
2/10/16	Office Max	USB Flash Drives Error Item	96.56
2/11/16	Office Max	Legal Pads 2 PK	42.56
2/22/16	Office Max	USB Flash Drives Credited	-96.56
2/22/16	Smith's Addressing	Plastic Cards/Ribbons/Lam	423.84
2/24/15	Office Max	USB Flash Drives Rebilled	96.56
2/25/16	Office Max	Shredder	234.59
3/1/16	WV Auditor Seminar	Massey, Gillispie, Picha Reg.	180.00

This report and all receiving/back up documentation is hereby presented for perusal. This matter is to be included in the minutes for the April 6, 2016 meeting of the Board and copied to the Director of Purchasing Card of the WV State Auditor.

Nancy J. Massey
Coordinator and Card Holder